

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
BOONVILLE FIREHOUSE, 14281 Highway 128
September 18th, 2024 at 3pm**

Approved

1. **CALL TO ORDER & ROLL CALL: ROBERT'S RULES OF ORDER:** MCTO by Valerie **Hanelt** at 3:01pm. Steve **Snyder**, Bill **Nayes**, François **Christen**, Katleen **Mckenna**. Andres **Avila** on Zoom. Caleigh **Bennett** taking minutes.
2. **RECOGNITION OF GUESTS AND HEARING OF PUBLIC:** Morgan **Baynham**, Mark **Scaramella**, Sash **Williams**, Clay **Eubank**. **Scaramella** inquired about how Chief Avila is being compensated while on deployment. It was explained that it is not paid for by the CSD but is additional to his CSD salary.
3. **CORRESPONDENCE RECEIVED:** Reviewed. There was a comment submitted by **Scaramella** from a reader of the AVA pertaining to the article about the recent Grange Fire incident about disaster preparedness with some suggestions of looking into a shelter trailer and contacting other communities for advice. It will be referred to the Emergency Services Committee.
4. **CHANGES OR MODIFICATION TO THIS AGENDA:** Items were re-ordered based on the attendance of presenters: Items 9.b. and 9.c. were presented after 6.a. and followed by 8.a. and 7.c.
5. **CONSENT CALENDAR:**
 - a. 8/21/2024 minutes were approved
 - b. Approved.
6. **ADMINISTRATIVE REPORT PRESENTATIONS AND QUESTIONS:**
 - a. **Executive Director's Report:** See attached. **Eubank** also presented a chart showing the call volume for September ambulance calls.
7. **ADVISORY COMMITTEE REPORTS:**
 - a. **EMERGENCY SERVICES COMMITTEE:** **Snyder**. Covered in the ED report.
 - b. **BUDGET COMMITTEE:** **McKenna**. Reviewed. Not much to report as major items are also on the agenda for this meeting.
 - c. **AIRPORT COMMITTEE:** **Wilder**. The airport is benefitting from some of the copious amounts of free gravel available from the Mountain View repaving project, as is the Senior Center and park. There will be minor expenses to get it spread. Annual Airport Access Agreements were overlooked with all the changes happening with staff at CSD but will be sent out ASAP. The airport layout plan is not on any deadline. The airport and runway are in good condition and good standing with the state inspector.
 - d. **PARKS & REC. COMMITTEE:** **McKenna**. The remaining \$3,500 from the Cal Endow grant is going to be used to buy a large load of engineered wood chips for the park, hopefully to be delivered before the work day on 10/12. Park equipment has been installed as have trash cans but the mosaic project is pending. MRC is going to donate boards to contain the wood chips thanks to Elizabeth Jensen. Skate Park fundraising has begun to get pledges. 1) Karate Class Proposal: Needs insurance for the one-day event, to be approved by ED.
 - e. **WATER PROJECTS:** **Hanelt**. Clean Water and Drinking Water: **Hanelt**. No new developments on projects, four remaining contracts are almost finished pending minor adjustments. Meadow Estates transaction is being negotiated on whether ME will continue to administer with existing rates or CSD will administer with new rates during the interim before the new infrastructure is completed. The two phases of construction were briefly described. **Hanelt** hopes it will only be a year of interim administration of the old system. There is a lack of clarity around capacity of the water system pertaining to the number of parcels that are interested vs how many will sign up. The state will only supply for 100% of the capacity of the parcels that sign up plus 10%, causing concern of capacity for potential future parcels to participate. It could be cost prohibitive even if the capacity is available to sign up but it is unclear how much, if any capacity will be available for future connections. Discussion ensues. **Hanelt** wants to be able to address this reasonably and truthfully with the landowners who would be impacted.
 - f. **POLICIES & PROCEDURES:** Did not meet.
 - g. **PERSONNEL COMMITTEE:** **Nayes**. Personnel is looking at the upcoming health insurance renewal the objective was to look at health reimbursement agreements, and individual recovery healthcare agreements. They need two people minimum but some of the staff is not interested in this arrangement. There is more to be discussed. Executive Directors new contract has been finished pending any objections from the ED.
 - h. **LOSS CONTROL COMMITTEE:** Did not meet.
8. **OLD BUSINESS:**

- a. Update on Vets' Home transfer from Mendocino County to AV American Legion Post 385: **Wilder**. Nothing to report.
 - b. Update to the Board on the status of the Tax Allocation negotiations with the county: Covered in ED report.
 - c. Status of County Funding Tracking Chart: Tabled.
9. **NEW BUSINESS:**
- a. Resolution 2024-010 Approving the Department of Forestry and Fire Protection Agreement #7GF24001: A routine resolution approving the grant agreement and authorizing the Prevention Officer (Eubank) as signer. M/S/P Naves/Snyder/5
 - b. 2024-25 Fire & EMS Budget Revision: **Avila** presented a spreadsheet outlining the budget revisions starting with Fire. Most were minor technicalities but there is a need to replace SCBA units that are out of compliance and a risk to firefighter safety that may require a big expense as grants have been unsuccessful. Chief wants to replace this regardless of the status of grant funding as it is an immediate risk to health and safety of firefighters and has included this in the budget. In the EMS there were only minor adjustments. M/S **McKenna/Naves** Motion to approve the budget revisions. **Scaramella** comments that he doesn't see the urgency of the issue and believes it should go before the budget committee again. **Avila** asks what the risk is as it is 'housekeeping' and not expenses. **McKenna** comments that usually the budget revisions are done later in the year but other than that there isn't an issue she can see. 5 ayes.
 - c. Fire & EMS Fund Balance Carryover (FBC): **Avila** presented a spreadsheet detailing the Fund Balance Carryover with a brief explanation of how it works. There is about \$30,000 in the fire FBC that **Avila** proposes reallocating to the budget. The EMS on the other hand has about \$120,000 in FBC which has been checked multiple times but **Avila** is still unsure about why it's so much. He proposes putting this FBC into reserves so that in case of a mistake it's not being spent and the budget can be observed. Discussion ensued. M/S/P Naves/McKenna Motion to approve the FBC as presented. 4, 1 absent.
10. **ANY SPECIAL ITEM NOT ON THE AGENDA BUT APPROVED UNANIMOUSLY BY THE BOARD OR LEGALLY REQUIRED OR AUTHORIZED FOR IMMEDIATE ACTION:** None.
11. **ANNOUNCEMENTS/CONCERNS OF DIRECTORS:** **Naves** announces he will be absent for the upcoming ESC or Budget committee meeting. **Christen** will be absent for the October Board meeting.
12. **ADJOURNMENT:** 4:55pm

Next meeting 10/16/24

Minutes by Caleigh Bennett